

CHARTER COMMISSION
CITY AND COUNTY OF HONOLULU

TUESDAY, APRIL 26, 2005
COUNCIL CHAMBERS
THIRD FLOOR, HONOLULU HALE
4:00 P.M.

MINUTES

Charter Commission Members Present:

Jeffrey T. Mikulina
Darolyn H. Lendio
Andrew I.T. Chang
E. Gordon Grau
Jared N. Kawashima
Jim Myers
James C. Pacopac
Malcolm J. Tom

Charter Commission Members Absent:

Donn M. Takaki
Gerald L. Coffee
Stephen E. Meder
Amy H. Hirano
Jan N. Sullivan

I. Call to Order

The meeting was called to order at 4:05 p.m., April 26, 2005, by Vice-Chair Jeff Mikulina, in the absence of Chair Donn Takaki.

II. For Action

a. Approving the employment of the Executive Administrator

Action: Commissioner Darolyn Lendio moved to approve the employment of Chuck Narikiyo as the Executive Administrator for the Charter Commission. She noted that Mr. Narikiyo was present, and that he had been given a copy of the contract that he has yet to look over. She also reported that the Personnel Committee anticipated that he would

agree to the contract and will be starting work as of Monday, May 2. Commissioner Lendio moved to approve his appointment, subject to his executing the personal services contract that has been approved by the Deputy Corporation Counsel. Commissioner Myers seconded the motion. Vice-Chair Mikulina asked if there was any further discussion, and there was none. All commissioners present voted in favor of the motion, and the motion was passed.

b. Approving the assignment of the Personnel Committee with the assistance of the Executive Administrator, to advertise, interview and report to the Commission on the applicants for the positions of Secretary and of Researcher for the Commission

Vice-Chair Mikulina reported that advertisements for these positions had been posted in the newspaper the previous Wednesday and Sunday.

Commissioner Lendio explained that the Personnel Committee recommended that they work with the Executive Administrator in selecting the Private Secretary and the Researcher. The Committee asked for delegation from the Charter Commission to proceed in that regard and then come back to the Charter Commission as they did today with the names of the people that they select for employment. The secretary and researcher would have similar personal services contracts. The delegation would be the Personnel Committee comprised of herself, Chair Donn Takaki and Vice Chair Mikulina.

Action: Commissioner Myers moved to approve the assignment of the Personnel Committee with the assistance of the new Executive Administrator to advertise, interview, and go through the hiring process for the Researcher and Secretary positions for the Commission. Commissioner Tom seconded the motion. The Vice-Chair asked for any further discussion.

Commissioner Myers stated that he assumed because the Commission was appointing people and advertising for others, that the budget was approved. Because he submitted the budget and did not hear one way or another, he was a little surprised. He asked if the budget had been approved.

Commissioner Lendio replied that her understanding was that Chair Takaki spoke to Council Chair Dela Cruz and that the budget was approved with regards to specifically these three positions. There may still be a question with regards to the office space.

There was no further discussion. All commissioners present voted in favor of the motion, and the motion was passed.

III. Public Testimony

The Vice-Chair solicited public testimony on any agenda item. None was submitted or offered.

IV. Announcements

a. Sunshine Law Training by the State Office of Information Practices on Saturday May 14, 2005

Vice-Chair Mikulina stated that he believed an e-mail went around regarding the sunshine training on Saturday, May 14, at 8:30 a.m., at the Mission Memorial Auditorium right next to Honolulu Hale. He noted that sunshine law training is mandatory for all Commissioners, and this would be the first opportunity.

Commissioner Lendio stated that she thought the Executive Administrator should be there as well so that he could alert the Commission of issues in case the Commissioners miss the training session.

Commissioner Chang asked if there was another alternative besides May 14.

Deputy Corporation Counsel Kawauchi replied that there would be one sometime in the future.

V. Next Meeting Schedule

The next meeting was set for May 10, 2005, at 4:00 p.m., in Council Chambers.

VI. Adjournment

Commissioner Lendio moved to adjourn the meeting. The meeting was adjourned at 4:30 p.m.